



# COLTISHALL PARISH COUNCIL

Parish Clerk: Becky Furr  
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## Minutes of Coltishall Parish Council Meeting held on Tuesday 2<sup>nd</sup> January 2024 at 6.30pm in Coltishall Church Rooms

### Present

Chair: Richard Germany  
Vice Chair: John Haschak  
Councillors: Nicola Chaney and Michael Spinks  
Also, Becky Furr – Parish Clerk, Jo Copplestone – District Councillor, Robert Oakes - Coltishall Allotment Association Chairman and seven parishioners.

### Public Participation

Three parishioners raised concerns about a letter they received from the parish council regarding fly tipping. They felt it was inappropriate that King's Road residents were singled out and communication should have been published in the Marlpit. The parishioners concerns were noted and then the parishioners left the meeting.

A parishioner raised concerns about the wider development in North Norfolk, besides the 1800 homes in North Walsham, and the impact this will have on public safety on the B1150. Cllr Copplestone explained that there had been a lot of focus on the North Walsham development specifically because it is part of North Norfolk District Councils development plan and the consortium has the resources to fund mitigations for the B1150.

Cllr Copplestone gave a report on Broadland District Council matters – please see the report at the end of these minutes.

### Main Meeting

#### 1. Apologies for Absence

Apologies were ACCEPTED from Cllr Sands Moore, Cllr Snelling, Cllr Thackham and County Cllr Whymark.

#### 2. Declarations of Interests and Requests for Dispensations about items on this agenda

Cllr Chaney, Germany and Spinks are trustees of Coltishall Commons Management Trust.

#### 3. Minutes of 5<sup>th</sup> December 2023

These were APPROVED as a true and accurate record and signed by the chair.

#### 4. Matters Arising

The clerk's report was circulated in advance of the meeting.

#### 5. Planning Applications

BA/2023/0463/HOUSEH – Outdoor swimming pool and garden room with steps to existing balcony at Sunny Bank, 41 Wroxham Road. NO COMMENT

#### 6. Finance

a) Payments Received and NOTED		
HMRC	VAT Reclaim	£1705.73
Mr Williamson (Allotment Tenant)	Clear Up Plot before termination	£150.00
Rural Payments Agency	Environmental Stewardship	£364.00
b) Payments previously approved and NOTED		

Garden Guardian	Grass Cutting Highways Verges Churchyard	£11770.67 £1690.80 £2607.00
Clifford Moate	Caretaker Work	£345.00
c) Payments APPROVED		
Becky Furr	Clerks Expenses for December	£227.59
Michelle Thackham	Expenses for Carols Event	£63.86
NPLAW	November Legal Fees	£472.44
Michlmayr Clock & Watchmakers	Repairs to public clock at St John the Baptist Church	£2568.00
d) Payments for information only – previously agreed direct debits and standing orders		
B Furr	Clerks Salary for December	£1228.93
Norfolk Pension Fund	Clerks Pension for December	£537.75
HMRC	Tax for December	£214.65
EE	Clerks Mobile - December	£6.00

- e) The Quarter 3 financial report was REVIEWED and has been given to Cllr Thackham for internal control check. The clerk reported that most of the reserves have been spent supporting the CVH&RG charity due to their account being frozen. Also major works have been carried out this financial year with the Multi Use Games Area, Tree Works and Pedestrian Crossing Assessment for the High Street. The clerk advised that expenditure outside the budget will need to be carefully considered.
- f) Sarah Hunt was APPOINTED as Internal Auditor for 2024 after considering two quotes. One person refused to quote as they are no longer an internal auditor.

#### 7. **Coltishall Allotment Association**

Mr Oakes confirmed the next allotment committee meeting will be held on 25<sup>th</sup> January at 6.30pm in The Red Lion. A health and safety inspection will be carried out by members of the allotment committee and Cllr Germany and Cllr Spinks on 27<sup>th</sup> January. It was AGREED to buy more rat poison. Two plots are ready to be let. There was a discussion whether we should wait till April 2024 when the new terms apply for a security deposit. It was AGREED the plots could be allocated now, if they were willing to pay the security deposit early. Mr Oakes proposed whether future vacant plots could be halved due to their large size and demand on the waiting list. This was AGREED.

#### 8. **Coltishall Village Hall and Recreation Ground Charity**

It was NOTED that Coltishall Village Hall and Recreation Ground (CVH&RG) charity (registered no. 1121384) and company (no. 06383924) was converted to a Charitable Incorporated Organisation on Wednesday 20<sup>th</sup> December 2023. The parish clerk confirmed the company has been closed. Coltishall Village Hall and Recreation Ground are meeting with the parish clerk on 10<sup>th</sup> January 2024 to add the clerk as trustee of CVH&RG on behalf of Coltishall Parish Council as their Proper Officer and remove the existing trustees Michelle Thackham, Kevin Fisher and Michael Spinks. It was NOTED that the application for the CIO is now the governing document of the charity.

#### 9. **SAM2 and Speedwatch**

Cllr Haschak reported that Westcotec refused to give a refund, but have offered to supply a brand new SAM2 camera with the same features. This offer was ACCEPTED on the condition that if we experience similar problems with the new machine we will automatically be entitled to a refund. Quarter 3 Speedwatch report will be circulated by Mr Jones in due course for information.

#### 10. **Quiet Lane Scheme**

The clerk reported that of the 14 residents who replied to the survey for a quiet lane scheme at The Hill/St James were ALL IN FAVOUR. Other roads were also identified including White

Lion Road, Tunstead Road, Belaugh Green Lane and Grange Farm Lane. It was AGREED to apply to NCC Highways to see if all these roads could be considered under the quiet lane scheme.

**11. Play Area**

Three quotes were considered. David Bracey was APPOINTED to carry out the annual play area inspection due February 2024.

**12. Footbridges between Coltishall and Horstead**

The clerk shared the latest email received from the Broad's Authority (BA) with councillors. This generated discussion about who should be responsible for the footbridges for insurance purposes as according to BA these fall on land which is registered to Coltishall Commons Management Trust. The clerk confirmed that Horstead Parish Council have agreed to contribute financially three ways towards the bridge reparation, but have not agreed to adopt it. Cllr Haschak said we need more information about what repair work is needed and how much it is going to cost. It was AGREED the clerk will ask CCMT to obtain a quotation. Cllr Chaney AGREED to speak to the chair of CCMT about registering the footbridges under CCMT insurance. Cllr Spinks said that the second bridge closer to Horstead wasn't needed as there is an area around it which members of the public could use as an alternative footpath. Cllr Germany reported that he is waiting to hear from Mr Dickson – Chairman of BA whether they will give a financial contribution towards the reparation of the bridge. The clerk also suggested CCMT could apply to TARMAC for funding, as they have given grants to both parish councils already.

**13. Signage for Church Loke**

The clerk confirmed that Mr and Mrs Matthews of Grebe Cottage have agreed a pedestrian safety sign can be installed on their fence facing the Church Loke entrance of any size. The quote from Ashley Ads for an A1 sign was APPROVED. Cllr Germany AGREED to collect it when it is ready.

**14. Gov.uk emails**

The quote from Parish Online was ACCEPTED to set up the parish council website domain and gov.uk email addresses for councillors and clerk.

**15. Future Agenda Items**

Update on yellow lines for Wroxham Road.  
Conservations areas and who is responsible.

**16. Next Meeting**

It was NOTED the date of the next meeting is on Tuesday 6<sup>th</sup> February 2024 at 6.30pm in the Church Rooms, Rectory Road.

Meeting closed at 7.16pm.

News from Broadland District Council- January 2024.

The public consultation held at Coltishall Village Hall on 6<sup>th</sup> December for the North Walsham Housing Allocation was well attended by our residents, and I want to thank Becky Furr our parish Clerk and members of the B1150 Group for distributing leaflets to households throughout the villages to advertise this event.

At the consultation the consortium of developers shared their transport mitigation strategy for Coltishall & Horstead and asked attendees to complete a feedback form. Members of the B1150 Group had compiled their own questionnaire to gauge local concerns, which was completed by over 100 people as follows:

Is traffic already a problem in Coltishall & Horstead? 100% Yes.

As a pedestrian, do you feel safe in our villages? 96% answered No.

When North Walsham expands with at least 1800 new homes do you think this will compromise public safety in our villages? 100% Yes.

Does the current traffic impact negatively on your daily life? 93% answered Yes.

Would you support the idea of a relief road for Coltishall & Horstead? 96% answered Yes.

Just prior to Christmas, the Place Shaping Manager at Broadland DC organised a meeting with members of the Consortium of Developers, Mark Ashwell the Place Shaping Manager from NNDC and a representative from NCC Highway Team and me. It was agreed that the North Walsham Local Plan Policy wording needed to be altered to reflect the scope of traffic mitigation measures for Coltishall & Horstead and we are currently waiting for this to be agreed.

Kind regards, Cllr. Jo Copplestone  
Cllr.jo.copplestone@southnorfolkandbroadland.gov.uk

#### News from Norfolk County Council- January 2024.

Although overdue, I am pleased that the Rainbow Alliance are now putting together a strategy for the next 4 years. I will update with their priorities as soon as this becomes clear.

Unfortunately the settlement from Central Government for NCC has not been as good as hoped for. This means that funding gaps will need to be revisited and some difficult choices made regarding budgets for 2024/25. I will update you when I see you next month. I am pleased to share that from 1<sup>st</sup> February all disabled concessionary travel pass holders will get 24/7 free travel. This means 14,500 people in Norfolk can now travel at any time of day for free, funded by the Department for Transport.

See you next month.

Fran

Cllr Fran Whymark  
Member for the Wroxham Ward  
Broadland District Council